

*DD/Pers
notes in
de aft-
8 Mar 77*

8 March 1977

1. On the basis of the Agency's strength report for 28 February, the Agency was 78 below ceiling as of that date. According to the 3 March guidance from OMB, this shortfall is not replaceable during the period of the partial freeze. OMB will work out new ceilings with the agencies by "early April". New employment target levels are to be submitted to OMB for 30 June 1977 and 31 March 1978 by 22 April.

2. Under the guidance, 75 percent of the vacancies occurring during the period before the imposition of new ceilings in April may be filled; there are some exemptions to this limitation. The attached figures show past experience for staff and contract separations (ceiling count personnel only).

	Mar	Apr
FY 75	<div style="border: 1px solid black; width: 100px; height: 100px;"></div>	
FY 76		
FY 77 (est.)		

25X1

Application of the guidelines to the projection implies that ☐ may enter on duty during March and should the freeze hold through April, another ☐ that month.

25X1

3. As of 26 February, EOD dates had been set for ☐ applicants and firm commitments made to ☐ more (of which ☐ would be expected to drop out of processing). These numbers suggest that applicants to whom we have made commitments would pretty much exhaust our hiring authority for the freeze period. Here it is important to note that the OMB guidance provides an exemption to honor EOD commitments, thus should more than ☐ from this group EOD during March it would not violate the guidelines. The composition of the group to whom commitments have been made is largely clerical, ☐

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4. Under the circumstances, the Office of Personnel will have to establish control procedures to assure that the Agency conforms to guidelines. DD/Pers/R&P is preparing proposals for discussion with D/Pers.

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5. As the remaining strength deficit is largely concentrated in the DDI and the DCI Area while some EODs are earmarked for Directorates at or above ceiling, it is apparent that imposition of the freeze will leave some Directorates out of kilter with ceilings. This should not be a matter of administrative concern, since the freeze is a temporary measure, but Directorate management will have to begin to assess the likelihood of a reallocation of yearend ceiling and what impact that will have on their policies with respect to accessions and separations.

Attachments: Ceiling and Strength by Directorate - 28 February
Recent Data on Ceiling Count Gains and Losses, by month

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